



George C. Marshall Space Flight Center  
Marshall Space Flight Center, Alabama 35812

ISO-RS40-2  
Baseline  
March 20, 2000

# ORGANIZATIONAL WORK INSTRUCTION

Office of the  
Chief Financial Officer

RS40

## NASA EARNED VALUE MANAGEMENT (EVM) FOCAL POINT COUNCIL

Approving  
Authority:

NAME  
<original signed by>

TITLE

ORG

DATE

David K. Bates

CFO

RS01

3/20/00

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AGENCY EARNED VALUE MANAGEMENT (EVM) FOCAL POINT COUNCIL	ISO-RS40-2	Revision: Baseline
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## DOCUMENT HISTORY LOG

Status (Baseline/ Revision/ Canceled)	Document Revision	Effective Date	Description
Baseline		3/20/00	

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## 1. SCOPE

1.1 Scope. This Organizational Work Instruction (OWI) is applicable to the R&D Analysis Office within the Office of the Chief Financial Officer (CFO).

1.2 Purpose. The purpose of this OWI is to establish the detailed procedure that will be used to conduct the activities of the NASA Earned Value Management (EVM) Focal Point Council (FPC).

1.3 Applicability. This OWI applies to personnel within the R&D Analysis Office who are responsible for activities of the NASA EVM Focal Point Council.

## 2. APPLICABLE DOCUMENTS

NPD 9501.3 Earned Value Performance Management

MPG 1440.2 MSFC Records Management Program

## 3. DEFINITIONS

None.

## 4. INSTRUCTIONS

The Charter for the EVM Focal Point Council is shown on pages 4-5 of this OWI.

## 5. NOTES

None.

## 6. SAFETY PRECAUTIONS AND WARNING NOTES

None.

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## 7. APPENDICES, DATA, REPORTS, AND FORMS

None.

## 8. QUALITY RECORDS

The minutes of FPC meetings and the memorandum of membership are the quality records generated by this activity. They are retained for 10 years in accordance with MPG 1440.2. The records custodian is the Chief, R&D Analysis Office.

## 9. TOOLS, EQUIPMENT, AND MATERIALS

None.

## 10. PERSONNEL TRAINING AND CERTIFICATION

None.

## 11. FLOW DIAGRAM

None.

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# Charter

**NASA**

National Aeronautics and  
Space Administration

**George C. Marshall Space Flight Center**

Marshall Space Flight Center, Alabama 35812

Earned Value Management Focal Point Council	MPD 1150.1	Charter Number: MC-01
	Effective Date: August 1, 1996	

**Subject:** Earned Value Management Focal Point Council

## 1. PURPOSE

This charter institutes the NASA Earned Value Management (EVM) Focal Point Council (FPC).

## 2. RESPONSIBILITIES

The EVM FPC will provide support to Agency wide management with respect to implementation of EVM on NASA projects as required by NPG 9501.3, "Earned Value Performance Management."

The FPC will review and critically evaluate draft EVM policy documents, including pertinent background information and special instructions or requirements, to ensure:

- Compliance with Agency technical and administrative requirements.
- Adequacy for accomplishing NASA's objectives.
- Simplicity, consistency, and compatibility with current NASA, DoD and Industry EVM guidelines and procedures.

Final review and acceptance will be coordinated and approved by the appropriate NASA Headquarters official.

The FPC will coordinate and approve concepts for conferences, training workshops, and training materials to be used as EVM Center Focal Point resources.

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### 3. METHOD OF OPERATION

The NASA Lead Center EVM Focal Point will be responsible for preparing schedules and meeting agendas. The Lead Center EVM Focal Point will convene the Council to discharge the responsibilities of the Council. Each Center EVM Focal Point will be responsible for participating in the meetings, providing requested information and status of EVM related activities. The results of the EVM Focal Point Council meetings will be documented in minutes containing issues noted and actions to be completed.

### 4. AUTHORITY

NPD 9501.3, "Earned Value Performance Management"  
Letter, NASA Headquarters/Code B, dated August 1, 1996, Subject: Lead Center for Earned Value Performance Management.

### 5. MEMBERSHIP

The NASA Lead Center EVM Focal Point will serve as Chairperson and shall designate a recorder. Each NASA Field Center, NASA Headquarters and the Jet Propulsion Laboratory will nominate an individual to serve as the EVM Focal Point for the respective installation. The names of Focal Points are listed by memorandum of membership maintained by the FPC Chairperson.

### 6. FREQUENCY OF MEETINGS

The FPC Chairperson will convene the members as required to carry out the Council's responsibilities.

### 7. DURATION OF APPOINTMENT

Members will serve until the FPC chairperson rescinds the memorandum of membership.

**A. G. STEPHENSON**

**Director**